



**AGENDA
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, FEBRUARY 02, 2021
6:30 PM
ONLINE**

Public Input: *Citizens may address the Council regarding any item of City business that is not on tonight's agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the Council will not take action on any item not on the agenda. If a citizen would like to speak or comment regarding an item that is on tonight's agenda, we ask that you wait until the agenda item is presented to the Council by the Mayor and the public is asked to comment by the Mayor. Once again, each speaker is limited to three minutes.*

Be advised, if a discussion item has an upcoming public hearing, we would request members of the public to reserve your comments until the public hearing. At the public hearing, the City Council will establish an official record that will include all of your comments, testimony and written evidence. The City Council will base its decision on the record created during the public hearing. Any comments provided tonight will not be included in the record or considered by the City Council.

General Items

Executive Review

1. Resolution - Fees for Hall Rental in Riverside Park

Council Issues

2. Personnel Handbook Update
3. Discussion on Emergency Services Community Survey
4. Discussion - Traffic Study on W. Main and 5th Ave.

Other Items

Review of Draft Council Agendas

Attendance at Upcoming Council Meeting

Announcements

The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

DATES TO REMEMBER

File Attachments for Item:

1. Resolution - Fees for Hall Rental in Riverside Park

RESOLUTION NO. R21-____

A RESOLUTION OF THE CITY COUNCIL CREATING FEES AND CHARGES FOR RIVERSIDE HALL TO BE INCORPORATED INTO THE CITY OF LAUREL'S SCHEDULE OF FEES AND CHARGES.

WHEREAS, the City Council previously adopted Resolution No. R11-10 on February 1, 2011, creating a Schedule of Fees and Charges for the City of Laurel; and

WHEREAS, the Public Works Committee has recommended the attached Schedule of Fees and Charges for individuals, clubs or other members of the public who desire to rent Riverside Hall, currently known as Jaycee Hall, hereinafter referred to as "Riverside Hall" for their respective events; and

WHEREAS, City staff worked with the Park Board to develop the attached Schedule of Fees and Charges for the City's Riverside Hall; and

WHEREAS, City Staff and the Park Board recommend the City Council's adoption of the attached schedule to be incorporated into the City's Schedule of Fees and Charges that is updated on an annual basis.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Laurel that the attached schedule of fees entitled "Riverside Hall Rental Hours and Fees" is hereby approved and incorporated into the City's Schedule of Fees and Charges.

Introduced at a regular meeting of the City Council on _____2021, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel this __th day of _____2021.

APPROVED by the Mayor this __day of _____2021.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

APPROVED AS TO FORM:

Sam Painter, Civil City Attorney

Riverside Hall Rental Hours and Fees

\$350 per day(7am-10pm) and each additional day is \$175.

\$175 per half day for the following times 7am-2pm or 2pm-10pm.

\$75 fee for the use of the kitchen.

\$200 deposit for non-alcohol rentals that will be returned if the hall is cleaned and picked up.

\$500 deposit for alcohol served that will be returned if the hall is cleaned and picked up. Renters must comply with state alcohol statues.

\$30 fee for the meeting room for a maximum of four hours at any given time if the hall is available - no deposit required.

Laurel non-profits will receive a 50% discount on rentals excluding deposits. The meeting room has no discount.

Youth meetings are free.

Rental Agreements are required to be signed and approved prior to your event or meeting.

January 27, 2021

Park Board 6 pm

Park Board Member present

Jon R.

Scott S.

Irv W.

Richard H.

Phyllis B.

Evan B.

Others Present, Kurt Markegard, Staff

Public Input – no public comment

Irv reported about rental fees.

Kurt reported about fees for North Park.

Evan spoke about his ideas for rental fees.

John also spoke about fees.

The board discussed the rental fees for non-profit.

The board held a lengthy discussion on times for rentals and when renters needed to be out of hall.

The fees and hours of rentals shall be as follows.

\$350 per day(7am-10pm) and each additional day is \$175.

\$175 per half day either 7am-2pm or 2pm-10pm.

\$75 fee for the use of the kitchen.

\$200 deposit for non-alcohol rentals that will be returned if the hall is cleaned and picked up.

\$500 deposit for alcohol served that will be returned if the hall is cleaned and picked up. Renters must comply with state alcohol statues.

\$30 fee for the meeting room for a maximum of four hours at any given time if the hall is available - no deposit required.

Laurel non-profits will receive a 50% discount on rentals excluding deposits. The meeting room has no discount.

Youth meetings are free.

Jon moved to accept the fees and times for rentals and Evan seconded it, all members voted for the motion to pass. Kurt will prepare the fee schedule for City Council consideration.

Kurt asked the board what the hall will be called in the future so that it can have a name. Evan suggested Riverside Hall.

Richard motioned to call the building formerly know as Jaycee Hall to the new name of Riverside Hall. Irv seconded the motion and all members voted for the motion to pass.

The meeting was adjourned at 7:04 pm.

Submitted by Kurt Markegard